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STANDARD FORM NO. 64

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Approved For Release 2003/11/04 : CIA-RDP57-00384R000400180035-3

Office Memorandum

UNITED STATES GOVERNMENT

TO : General Counsel

DATE: NOV 3 1952

FROM : Assistant Director/Personnel OGC Has Reviewed

SUBJECT: Home Leave

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1. A request has been received from [] asking for an interpretation of home leave privileges for persons transferring in the field from [] is under the impression that personnel who transferred to us, under an agreement to remain in the field with CIA for one year following the transfer, receive credit toward home leave for service rendered in the other agency. However, in a majority of these cases, the transferees received lump sum payment for their accrued annual leave; thus, upon the completion of their one year of service in the CIA, they will not have sufficient leave to carry them in a pay status for thirty days.

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2. It is requested that your office provide an opinion on the following questions:

a. Recognizing that annual leave accrued in the Department of State since the enactment of P.L. 233 (82nd Congress) is transferred, can it be concluded that service time in the State Department, upon which the transferable leave is based, may be counted toward satisfaction of the requirement in []

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b. Can service in the State Department be credited even though lump sum payment has been made for such accrued annual leave?

c. If a and b above, are answered in the affirmative, is an employee of the CIA eligible for home leave even though he does not have sufficient leave on hand to carry him in a pay status for thirty days, by reason of receiving lump sum payment for annual leave accumulated in the State Department?

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(1) []

preclude administrative approval of home leave for a period less than thirty days, home leave without pay or advanced annual leave when the following requirements are not fully met:

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- (a) Two consecutive years abroad, and
- (b) Accrued leave sufficient to carry the individual in a pay status for thirty days?

(2) If b is not answered in the affirmative, what restrictive effect do these sections have on granting home leave? Specifically, do they restrict the payment of transportation of governmental expense?

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